

Port Washington, WI
July 22, 2010

The Public Works Committee met at the Highway Department Office.

Present: Supervisors Uselding, Kletti, Leider, and Marchese. Staff: County Administrator Meaux, Public Works Director Dreblow, Planning & Parks Director Struck, Golf Course Supervisor Lesar, Buildings Superintendents Behlen and Hicks, Corporation Counsel Kenealy, and County Clerk Winkelhorst.

Others Present: Supervisors Walerstein and Richart, Ryan Raskin- Beyer Construction, and Bert Fredericksen-Fredericksen Engineering, Inc.

Absent: Supervisor Grosklaus

Call to Order/Proper Notice/Adoption of Agenda: The meeting was called to order by Chairperson Uselding at 8:00 AM. Ms. Winkelhorst assured the committee that the meeting was properly noticed. Motion made by Supervisor Kletti, seconded by Supervisor Marchese to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: Supervisor Leider reported on the East Wisconsin Railroad Consortium meeting that was held. Elections for the Consortium Board of Directors are as follows: Chairman- Jerald Holub (Sheboygan County), Vice-Chairman- Vern Gobe (Columbus County), Secretary-Jeff Hall (Winnebago County), and Treasurer – Edwin Qualmann (Dodge County). She further reported on the \$8M project that will include 25,000 railroad ties between Milwaukee and Slinger and 40,000 railroad ties between Saukville and Plymouth. There will be a rail inspection from Oshkosh to Slinger in September or October. Ozaukee County will be hosting the November meeting.

Supervisor Leider also commented on the debris buildup along the Milwaukee River.

8:05AM Kris Halbig-Ziehm, Ozaukee Press joined the meeting.

Supervisor Leider commented that a resident attended a Town of Fredonia meeting and complained about the noise from the shooting range.

Clerk Winkelhorst requested to change the September meeting date due to a conflict. The consensus was to change the date from September 16 to September 23.

Mr. Dreblow reported that the Cty Hwy O reconstruction project between Cedar Creek and Cedar Sauk Roads is underway. This is a stimulus 100% funded project.

Previously there was discussion about working jointly with the Village of Grafton on a reconstruction project of Cedar Creek Road. A letter was received stating that the Village was going to hire out to a private contractor.

Discussion is starting with the Village of Fredonia regarding their request to work jointly with the County on Cty Hwy H going through the village.

Approve Minutes from the June 17 Meeting: Motion made by Supervisor Leider, seconded by Supervisor Kletti to approve the June 17 meeting minutes as presented. All members present voting aye. Motion carried. (4-0)

Action Item:

Review/Approve Department Contract Procedures and Requirements: Mr. Meaux stated that there were questions regarding the lack of a written contract with Jim Karrels Trucking regarding

the sand removal from the Hetzel Pit. Corporation Counsel has prepared a generic Memorandum of Understanding (MOU) that could be used going forward for similar agreements.

Mr. Kenealy explained that departments often use MOU's. In the Karrels case, a Request for Proposal was in writing and an oral approval. A written agreement with Karrels has been signed and is included in your packet. This is a new proposal for a standard MOU. It is not extensive, but could be used for things that need to be done rather quickly.

Supervisor Marchese reiterated that he is unequivocally against verbal contracts in government. It doesn't have to be a large contract; it can be a letter of agreement as long as both parties have signed. He is in agreement with this approach and is satisfied with the contract between the County and Jim Karrels Trucking.

Motion made by Supervisor Marchese, seconded by Supervisor Leider to approve the document as submitted. Supervisor Leider noted that all departments do likewise. Mr. Kenealy stated that he works with several departments that he knows are using some sort of contract in writing. Mr. Meaux will reinforce with all departments, but is confident that he has a handle on the situation. All members present voting aye. Motion carried. (4-0)

Facilities Management:

Discussion Items:

Report from Construction Manager Regarding Status of Lasata Crossings Project: Mr. Raskin reported that the budget overall is doing well. The contingency log was reviewed. 6 pull stations, 69 smoke detectors and 4 heat detectors need to be installed. The Electric Engineer, who works underneath Plunkett/ Raysich Architects is taking full responsibility for this. The error occurred by the individual who designed the fire alarm system originally. The design was done for an R2 occupancy which is residential, typical for apartments. Because this is a residential care apartment complex it should have been designed for I2 which is institutional. I2 has a higher restriction on the amount of smoke detectors. The design went to the state, where the error was not discovered and subsequently was approved. The resident units are all designed properly, this change is in the common areas and corridors. The cost has been verified at \$2,931 for the 6 pull stations and \$27,393 for the smoke and heat detectors.

There is an occupancy permit and it needs to be corrected as soon as possible. Mr. Dreblow explained that state approval is conditional and that design errors have to be corrected. Supervisor Leider commented that the design engineer should provide compensation. Mr. Raskin stated that would be a separate discussion with Plunkett/Raysich Architects. Discussion on the costs. Mr. Dreblow further explained that this has to be done. It is a contract between the County and the contractor. The County will have to pay for it and then try to recover from the contractor.

Supervisor Richart stated that Mr. Raskin has had to deal with similar issues where mistakes occurred and the contractor had to compensate. He is confident that Mr. Raskin will do a good job with this issue as well.

Mr. Raskin will bring back a formal change order at the next meeting for approval.

Continuing on with the contingency log, an amount has yet to be determined for the Lasata Heights elevators. Everyone was aware of the part of the project to add the existing elevators onto the emergency generator. The electrical portion has been done, but there will need to be some rewiring to get it to work properly given the vintage of the elevators. Estimates are at \$8,000-\$12,000.

Mr. Raskin reviewed the change order log. The current budget is \$10,029,765 which includes the remaining contingency of \$263,000. This is \$230,000 under budget.

Supervisor Marchese is expecting that this project should be closed with the contractors and staff within the next 30 days. The Aging & Long Term Care Committee can also have influence on a deadline.

Supervisor Richart complimented Beyer Construction on the outstanding job that was done, the Public Works Committee for their support, and Mr. Dreblow for his assistance in sorting out all the ins and outs of the engineering, surveys, etc.

9:15AM Supervisor Richart left and Construction Superintendent Banton joined the meeting.

Review Status of Justice Center Equipment Replacement Project: Mr. Fredericksen provided an update on the project. The process with the bidders has begun. The due date for bids is July 28, but that may be changed due to some questions on timing of the advertisement. If this does occur it will be issued as an addendum.

The three components to the project – relighting, plumbing, and chiller replacement on the roof were reviewed.

There are two base bids. Base bid #1 is division 1-16, which is all the work with the exception of automatic control. That is the control system that is in that building currently. So the base bid #2 is division 17, the automatic control. The alternate bids are for Fredericksen Engineering to evaluate the energy efficiency to be sure what gives the county the most for their money for the air cooled chiller and heat recovery chiller.

Report on Emergency Repairs Needed to Failed Chiller/Condenser Units: Mr. Behlen explained that last year the contract lapsed with Johnson Controls on the chillers that we are replacing. They refused to put premium coverage on them because over the last several years they have replaced 4-6 compressors. The County signed a basic contract knowing that the loss of a chiller would be the county's responsibility. That happened to two this summer. The cost is \$31,000 for the two compressors. There is money currently in the budget in the event this would happen, but that doesn't mean there will be enough through the rest of the year. Savings were realized by waiting a week to install two at a cost of \$31,000 whereas one could have been installed a week earlier for a cost of \$19,000. Both compressors are in the same unit.

Management/Financial/Informational Reports: The Youth building at the fairgrounds is painted, the Highway Department repaved gate 3, and the brush cleanup has been done. All is ready for the fair.

Planning & Parks:

Action Items:

Review/Approve Amending Policy & Procedure Manual – Naming Rights Policy as Referred Back from County Board: Mr. Struck stated that the comments from the board were to have additional discussion about providing timing for naming rights and a more specific threshold that would constitute a naming right. Mr. Meaux's suggestion is that those questions could be raised at the time of suggestion as approval by the County Board is in the policy.

Supervisor Marchese suggested that this be sent back to the subcommittee. Supervisor Walers-stein provided the history on how this came about.

Mr. Struck commented that a lot of time was spent with the subcommittee on criteria and they could not come to an agreement. Taking it back to the subcommittee may be a solution and have them dwell on the criteria and separate the land and larger items versus the naming of trees, benches, etc. They both have precedent and in the past there was no policy, but they did go through County Board or committees. Mr. Meaux further commented that the subcommittee first met in 2008 and a lot of time was spent on developing this policy. Discussion on whether or not a policy is needed.

Motion made by Supervisor Marchese, seconded by Supervisor Kletti to refer the draft policy back to the subcommittee and request for them to develop additional criteria. Mr. Meaux will notice the meeting and invite all board members to attend to offer input.

Supervisor Leider and Chairperson Uselding are not in support for naming something after an individual. Mr. Lesar suggested from a golf course division standpoint that the policy not be too restrictive because there are people that pay for trees with plaques and he considers that customer service. Supervisor Leider stated that a contract should go with the donation, so that the County doesn't ever have to replace the tree at the County's cost.

The vote was then taken on the motion. The majority of members present voting aye. Motion carried. (3-1) Leider opposed.

The sub-committee will consist of the same members and Supervisor Marchese will also be added as a member.

Chairperson Uselding acknowledged Randy Cardarelle for 15 years of service with the County. The committee and staff extended their congratulations.

Review/Approve Providing Active Duty Military Personnel with a Green Fee Discount at County Golf Courses: Mr. Lesar stated that he conducted a survey locally and around the country and found that none of the area courses offer discounts and very few across the country. He is recommending that the County should offer to active military the same rate as seniors as opposed to creating a new rate. A military identification card would have to be shown to the pro shop staff to obtain the discount. There was discussion on the military identification card. This could be implemented immediately and would not require the purchase of a member ID nor would they have to be a county or state resident.

Motion made by Supervisor Marchese, seconded by Supervisor Leider to approve staff recommendation to provide active duty military personnel the existing senior resident golf green fee rate at Hawthorne Hills and Mee-Kwon Park County golf courses with presentation of a United States Military Identification card during weekdays. Weekends and holidays the regular resident green fee schedule will apply. All members present voting aye. Motion carried. (4-0)

Review/Approve Providing Non-Resident Junior Golfers the Opportunity to Purchase Resident "Junior" Memberships at County Golf Courses: Mr. Lesar said that juniors are our future golfers, so the recommendation is to have juniors from other counties pay \$25 to purchase "junior" memberships. They then will pay the current resident "junior" fees.

Motion made by Supervisor Kletti, seconded by Supervisor Marchese to approve staff recommendation to offer non-resident junior golfers the opportunity to purchase "junior" memberships and pay the current resident "junior" fees. All members present voting aye. Motion carried. (4-0)

Discussion Item:

Update on Installation and Use of Gambling Machines at Mee-Kwon Park Golf Course: The machines have been taken out by the concessionaires and there is no plan to put them in.

10:30AM Supervisor Walerstein left and Transit Superintendent Wittek joined the meeting

Management/Financial/Informational Reports: Mr. Lesar reported that golf is still ahead of last year, but weather has had a huge impact. The course conditions are excellent. Junior league is going well.

Supervisor Leider commented on drawing golfers that will be attending the PGA tournament in Sheboygan County. Mr. Struck stated that the Ozaukee County Tourism Council was working

with Whistling Straits on a marketing strategy, but it fell through. He will continue to advertise and work through the Tourism Council. Discussion on advertising.

Supervisor Marchese asked if the capital improvement projects are given to the committee. Mr. Struck has brought this before the committee earlier and will provide the information to him. Mr. Marchese would also like a status report on the Fish Passage Program on a monthly basis to include management overview, scope schedule budget, and emerging community or public issues. Mr. Struck will put it on the agenda as regular discussion item and provide a written report.

Mr. Struck met with the Milwaukee Community Service Corps, Inc. (MCSC). yesterday. They are primarily doing the work on the non-public works other barrier sites such as log jams, railroad ballast, etc. They are approximately 50% complete and are on schedule and budget. There are three dam projects. Mequon-Thiensville Dam phase one was completed and is closed out. This phase was paid for through US Fish and Wildlife funding, Wisconsin Coastal Management Program funding, City of Mequon, and the Village of Thiensville. Phase two has been started and is under the NOAA grant. The Lime Kiln Dam removal is being held up by the U.S. Army Corps of Engineers (USACOE) with permitting. Several additional studies and data were conducted and provided to the USACOE for the Lime Kiln Dam. Bridge Street Dam fishway construction has been delayed due to the discussion surrounding removal of the dam. The National Oceanic and Atmospheric Administration (NOAA) is aware of the challenges at Bridge Street, but there is not a formal extension at this time.

Other Barrier Public Works projects are underway. The first one is on River Rd in the City of Mequon, it was a very large culvert and there were several issues, but they worked through them. Mr. Dreblow stated that staff may incur overtime with some of these projects. This will be fully funded through the Fish Passage Program.

Mr. Struck recently found out that the County was awarded additional funds for the Program in the amount of \$536,350 that was applied for and these supplemental funds will compensate the overtime for Highway Department as well as provide additional funding for a number of Program elements including the three dams.

Mr. Struck is working with the well driller out at Covered Bridge Park with the right of way set back issue for the bathroom structure and determining the location of the well. He is also working with the well driller at Hawthorne Hills County Park / Pioneer Village to drill the drinking water wells.

Public informational meeting for the State Hwy 57 Trinity Creek project will be held on Monday, July 26, 2010 at the City of Mequon – City Hall at 4:30 – 6:30 PM.

Mr. Struck is working with the Wisconsin Park and Recreation Association to hold the annual summer tour and conference in Ozaukee County next year.

Two snowmobile trail bridge grants were applied for and it looks positive for receiving the full funding.

Buckthorn was identified on the fairgrounds and has been removed by the Planning and Parks Department.

Transit Services:

Discussion Items:

Status of Grant Approval for Vehicle Storage Building: Mr. Wittek stated that the County received approval for a \$900,000 grant for the Taxi storage building which will go along with the \$210,000 Transit Enhancement Grant. The 20% local share is budgeted. The next step is to put

out a Request for Qualification for engineering services. The plan is to build in 2011. \$1.7M has been budgeted for the building.

Review of Request for Proposal Process for Taxi and Bus Service Vendors: Mr. Dreblow explained that both the taxi and bus vendor are under a five year umbrella contract and within those five years the services are negotiated annually. The five years is up so they will be doing a Request for Proposal for the next five years. Included in the proposal will be the housing of the dispatchers in the new building and drivers would report there.

Management/Financial/Informational Reports: Mr. Wittek has been working on the cross county analysis with the Mobility Manager and Washington County. Once the numbers were reviewed it was determined that it didn't make fiscal sense to proceed. The next step is to try to find a southern transfer point.

Taxi ridership is the same as last year and the bus ridership is expected to exceed 2009 numbers.

Highways:

Action Items:

Review/Approve Resolution Placing Advisory Referendum Question on November Ballot: Mr. Dreblow explained that this resolution came through the Wisconsin Counties Highway Association as a request for the County Boards to consider. Some of the comments that were heard regarded whether amending the constitution would open the door for others to use the same process to amending the constitution.

Motion made by Supervisor Kletti, seconded by Supervisor Marchese to approve the resolution to place an advisory referendum question on the November ballot.

Supervisor Marchese supports the resolution and agrees that we are pressing hard for a constitutional amendment. In light of the infrastructure demands segregated funds should remain just that. This sends a message that funds should be used for the intended purpose.

Motion made by Supervisor Marchese, seconded by Supervisor Leider to amend the resolution by removing "the Pew Center on the States" in the fourth "Whereas" paragraph and removing "by CNN" in the sixth "Whereas" paragraph. All members present voting aye. Motion carried. (4-0)

The vote was then taken on the resolution as amended. All members present voting aye. Motion carried. (4-0)

Review/Approve Repeal of 2009 Wisconsin Act 28 with Regard to Prevailing Wage Requirements: Motion made by Supervisor Marchese, seconded by Supervisor Kletti to approve the resolution to repeal 2009 Wisconsin Act 28. All members present voting aye. Motion carried. (4-0)

Review/Approve Memorandum of Understanding with City of Mequon Regarding Street Lighting on County Highways: This was discussed at the last meeting. Mr. Dreblow drafted a MOU and sent it to City of Mequon Public Works Director Jon Garms. Mr. Garms response was that it was fine as long as it just applied to new signals and Mr. Dreblow explained that it applies to all signals. If Mr. Garms doesn't agree the County will then have to go through the process of moving the lighting from the existing systems.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve the MOU with the City of Mequon as presented understanding that this applies to all signals on County highways within Mequon. All members present voting aye. Motion carried. (4-0)

Review/Approve Purchase of Tire Balancer: Three bids were received, Snap-on Equipment - \$8,079; NAPA Auto Parts of Grafton - \$8,995; and Pomp's Tire Service, Inc. - \$9,995. Superin-

tendent Leppla has recommended the tire balancer from Snap-on Equipment for \$8,079. This purchase is included in the budget.

Motion made by Supervisor Kletti, seconded by Supervisor Marchese to approve the purchase of the tire balancer per the recommendation from Snap-on Equipment for \$8,079. All members present voting aye. Motion carried. (4-0)

Review/Approve Purchase of Used Excavator: At the last meeting the committee approved the use of remaining funds from the upgrade of the hot mix plant for the purchase of a used excavator. A summary sheet was included in the packet to show the cost of owning versus renting. The recommendation is to purchase the one from Kelbe Bros. Equipment Company, Inc. for a 2004 link belt at a cost of \$58,700.

Supervisor Marchese questioned if the intent of purchasing this large piece of equipment was to obtain work for larger projects. Mr. Dreblow stated if they had the machine they could do the work as opposed to having to hire someone. Long term there are 39 culverts to install for the Fish Passage Program and only one is done at this time. Supervisor Marchese's concern is that the County would be getting into a business that should be left in the private sector. Mr. Dreblow stated that he doesn't compete with the private sector. This excavator will be used for the current project and for the mining of gravel.

Motion made by Supervisor Leider, seconded by Supervisor Kletti to approve the purchase of the used excavator from Kelbe Bros. Equipment Co, Inc. for \$58,750. All members present voting aye. Motion carried. (4-0)

Discussion Item:

Condition of CTH LL Ramps: Mr. Dreblow stated that complaints continue to come in regarding the condition of the ramps. If the ramps get worse or if the project gets delayed, the county may be forced to consider closing the ramps. He is not suggesting closing the ramps and will continue to try to patch them through the winter.

This is a State let project and is on track to do in 2011. It has been delayed for many years. Mr. Dreblow has spoken with the State about splitting the project to get it done. They wouldn't do that. Their response was to close the ramps if need be. The ramps are monitored weekly. Discussion.

Management/Financial/Informational Reports: Cty Hwy KW is schedule for paving on Monday.

Supervisor Marchese commented on the report that he requested at the last meeting and that Mr. Banton provided it. From a management overview, the report was well done and he is wondering if there is staff to do a proper summary management report on a monthly basis. It is important for the Public Works professionals that they have adequate staff to in order to do proper project management, budget and tracking.

Next Meeting Date: Thursday, August 19, 2010 – 8:00 AM

Adjournment: Motion made by Supervisor Leider, seconded by Supervisor Marchese to adjourn. All members present voting aye. Motion carried. (4-0)

Meeting adjourned at 12:50PM

Julianne B. Winkelhorst, County Clerk